RETIREMENT AND PENSION SYSTEMS ADMINISTRATION

Maryland State Retirement and Pension Systems

Teachers and Employees Supplemental Retirement Plans

Injured Workers' Insurance Fund

G20.I01.01 STATE RETIREMENT AGENCY

PROGRAM DESCRIPTION

This program implements the objectives of the State Retirement and Pension System. The Executive Director's Office is responsible for the executive direction of the System including administrative and investment policy, legislation and legal liaison, and financial affairs. The Administrative Division is responsible for the payment of benefits, administration of employee contributions, and individual and group membership counseling. The Finance Division is responsible for accounting and financial reporting, budget administration, and procurement. The Investment Division is responsible for the management, control and investment of the System's Retirement Accumulation and Annuity Savings Funds. The Internal Audit Division ensures Agency compliance with State laws, rules and regulations, as well as ensuring employer compliance with Agency reporting policies. The Information Services Division is responsible for the design and implementation of new automated management information systems and for enhancements to existing systems.

MISSION

To administer the survivor, disability, and retirement benefits of the System's participants, and to ensure that sufficient assets are available to fund the benefits when due.

VISION

A state that provides a fully-funded retirement system that is affordable to all participating employees and provides guaranteed adequate disability, survivor, and retirement benefits.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. To invest prudently System assets in a well-diversified manner to optimize long-term returns, while controlling risk through excellence in execution of the investment objectives and strategies of the System.

Objective 1.1 On a month to month basis, meet the Board of Trustees' strategic asset allocation target ranges.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Number of months the composite portfolio				
falls within the Board-approved strategic asset				
allocation target ranges during the fiscal year	12	12	12	12

Objective 1.2 By the end of each fiscal year, meet the Board of Trustees' absolute return objective of achieving a real rate of return of at least 3.0%.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Difference between the actual rate of return				
for the composite portfolio and the 10-year rolling				
average of the annual national inflation rate	7.6%	5.3%	N/A	N/A

Objective 1.3 By the end of each fiscal year, meet the Board of Trustees' absolute return objective of achieving a nominal rate of return that equals or exceeds the actuarial return assumption set by the Board of Trustees (8.0%).

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Difference between the actual rate of return				
for the composite portfolio and the actuarial return				
assumption set by the Board of Trustees over a				
10-year rolling average	2.3%	(0.1)%	N/A	N/A

Note: N/A - Estimate not available.

MARYLAND STATE RETIREMENT AND PENSION SYSTEMS

G20J01.01 STATE RETIREMENT AGENCY (Continued)

Objective 1.4 Over the long term (5-year rolling periods), meet or exceed median peer performance, where peers are defined as other public pension funds with assets in excess of \$1 billion.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Outcomes: Difference between the nominal rate of return				
for the composite portfolio and the nominal median				
peer return over a 5-year rolling period	(1.74%)	(1.92%)	N/A	N/A
MSRPS nominal rate of return over a 5-year rolling				
period	8.67%	3.21%	N/A	N/A
Nominal peer return over a 5-year rolling period	10.41%	5.13%	N/A	N/A
Fair value of investment portfolio at fiscal				
year end (\$000s)	\$29,424,300	\$26,512,600	N/A	N/A
Net investment income earned during the				
fiscal year (\$000s)	(\$3,138,800)	(\$2,159,700)	N/A	N/A

Goal 2. To effectively communicate with all retirement plan participants to inform them about the benefits provided by the System and to educate them about planning and preparing for all aspects of their defined benefit system.

Objective 2.1 By the end of fiscal year 2004, have 90% of new retirees and active plan participants feel that they received adequate information to make informed decisions regarding their defined benefit retirement options.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: The percentage of new retirees and active plan				
participants who respond favorably to a customer				
survey regarding the adequacy of information				
disseminated through individual counseling and				
through telephone inquiry	78.4%	82.5%	85.0%	90.0%

Note: N/A Estimate not available.

Dollars expressed in thousands.

Objective 2.2 On an ongoing basis, no more than 8.0 percent of incoming telephone calls will be abandoned by the phone system and waiting time for calls to be answered will be less than 2:00 minutes.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Percentage of incoming telephone calls abandoned				
by the automated telephone system	11.2%	5.4%	8.0%	8.0%
Average telephone waiting time in minutes: seconds	2:44	1:20	2:00	2:00

Goal 3. To accurately and timely pay all retirement allowances provided by State pension law to the System's retirees and their beneficiaries.

Objective 3.1 On an ongoing basis, 95% of retirement allowances will be processed timely.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Input: Number of new retirees during fiscal year	5,204	5,031	5,000	5,000
Dollar value of retirement benefits paid (\$000s)	\$1,238,648	\$1,372,300	\$1,400,000	\$1,550,000
Quality: Percentage of retirement applications processed				
within the stated time frame	99.9%	99.2%	99.0%	99.0%

^{*} New measure for which data is not available.

MARYLAND STATE RETIREMENT AND PENSION SYSTEMS

G20J01.01 STATE RETIREMENT AGENCY (Continued)

Objective 3.2 On an ongoing basis, 98% of retirement allowances paid will be accurately computed in accordance with the State Pension Law.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Outcome: Percentage of retirement benefit payments accurately				
computed	99.8%	99.8%	99.0%	99.0%

Goal 5. To efficiently collect the required employer and employee contributions necessary to fund the System.

Objective 5.1 For the teachers' retirement and pension participants whose compensation is not paid by the State, receive employer contributions each quarter on or before the statutory due dates of October 1, January 1, April 16, and June 1, in accordance with the State Personnel and Pension Article, Section 21-308(c).

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Percent of teachers' employer contributions				
collected within the stated time frames	100.0%	100.0%	99.0%	99.0%

Objective 5.2 For participating governmental units, receive the entire annual employer contributions within 31 days of the issuance of an invoice (invoice date of December 1) in accordance with the State Personnel and Pension Article, Section 21-305.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Percent of participating governmental units'				
contributions collected within the stated time frames	98.5%	99.1%	99.0%	99.0%

Objective 5.3 For all other participants whose salaries are paid by the State, receive the required employer contributions within 3 banking days of receipt of the applicable certified payroll data for each pay period.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Quality: Percent of all other employer contributions				
collected within the stated time frames	100.0%	100.0%	99.0%	99.0%

MARYLAND STATE RETIREMENT AND PENSION SYSTEMS

G20J01.01 STATE RETIREMENT AGENCY

Appropriation Statement:

Appropriation Statement.	2002 Actual	2003 Appropriation	2004 Allowance
Number of Authorized Positions	177.00	168.00	172.00
Number of Contractual Positions	29.83	31.50	31.50
01 Salaries, Wages and Fringe Benefits	10,301,185	9,661,563	11,095,536
02 Technical and Special Fees	1,478,000	1,419,544	1,403,888
03 Communication 04 Travel 07 Motor Vehicle Operation and Maintenance 08 Contractual Services 09 Supplies and Materials 10 Equipment—Replacement 11 Equipment—Additional 13 Fixed Charges	1,040,444 97,252 175,437 4,629,008 187,300 52,037 51,031 1,553,440	907,525 127,043 181,166 5,645,557 358,573 137,650 48,415 1,689,257	1,017,266 122,284 137,148 4,743,322 210,773 48,188 1,787,189
Total Operating Expenses	7,785,949	9,095,186	8,066,170
Total Expenditure	19,565,134	20,176,293	20,565,594
Special Fund Expenditure	19,565,134	20,176,293	20,565,594
Special Fund Income: G20301 Investment Income	19,565,134	20,176,293	20,565,594

TEACHERS AND STATE EMPLOYEES SUPPLEMENTAL RETIREMENT PLANS

G50L00.01 MARYLAND SUPPLEMENTAL RETIREMENT PLAN BOARD AND STAFF

PROGRAM DESCRIPTION

Title 35 of the State Personnel and Pension Article establishes the Teachers and Employees Supplemental Retirement Plans and a Board of Trustees to administer them. Operating expenses are provided from an assessment against the managed assets of participants.

As a reform component for the State Employees' Pension System, an optional defined contribution system was established effective July 1, 1999. That system, under Title 32 of the State Personnel and Pension Article, authorizes employer matching contributions for State Employees' Pension System members who elect to contribute to the supplemental retirement plans. The Match Plan receives dollar-for-dollar matching contributions in eligible participant accounts up to \$600 per fiscal year (reduced to \$500 for fiscal year 2003).

MISSION

To enable State employees and teachers to participate in voluntary tax sheltered income deferral, tax deferred annuity, and profit sharing and salary reduction savings plans that offer members tax advantages as provided in the Internal Revenue Code.

VISION

A State that sponsors productive voluntary retirement savings programs for all its employees to secure economic stability for themselves and their families in later years.

KEY GOALS, OBJECTIVES, AND PERFORMANCE MEASURES

Goal 1. To provide clear and complete information about the plans to employees and cultivate their informed decisions about participation.

Objective 1.1 To encourage 85 percent of eligible employees to participate in the plans.

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Outcomes: Deferred Compensation (457)				
Plan members	27,561	28,574	28,600	29,400
Tax Deferred Annuity (403b) Plan members	1,350	1,365	1,400	1,400
Savings & Investment (401k) Plan members	35,382	37,175	37,200	37,900
All Plans members	64,293	67,114	67,200	68,700
Plan members as percent of eligible employees	79%	83%	83%	85%
All Plans contributing members	43,766	45,571	45,600	46,700
Contributors as percent of eligible employees	54%	56%	56%	58%

Goal 2. To provide effective, long--term investment opportunities for participants.

Objective 2.1 To maintain plan asset growth illustrative of market performance and prudent participant selections.

Annual Rates of Return as of June 30, 2002

	1 Year	3 Years	5 Years	10 Years
Outcomes: Average Returns for all Investment Options	-11.8%	-2.4%	5.2%	10.9%
Average of all Investment Indices	-10.3%	-4.4%	3.6%	9.5%
	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: Deferred Compensation 457 Plan				
Net total assets* (millions)	\$1,082.0	\$966.3	\$989.5	\$1,029.1
Invested assets (millions)	\$1,034.1	\$921.6	\$946.1	\$986.9
Tax Deferred Annuity 403(b) Plan				
Invested assets (millions)	\$65.4	\$57.0	\$58.8	\$62.8
Savings & Investment 401(k) Plan				
Invested assets (millions)	\$430.2	\$430.5	\$498.8	\$587.9
401(a) Match Plan				
Invested assets (millions)	\$39.7	\$53.2	\$71.9	\$92.1

TEACHERS AND STATE EMPLOYEES SUPPLEMENTAL RETIREMENT PLANS

G50L00.01 MARYLAND SUPPLEMENTAL RETIREMENT PLAN BOARD AND STAFF (Continued)

	2001	2002	2003	2004
Performance Measures	Actual	Actual	Estimated	Estimated
Outputs: ALL PLANS				
Net total assets* (millions)	\$1,617.3	\$1,507.0	\$1,619.1	\$1,771.8
Invested assets (millions)	\$1,569.4	\$1,462.3	\$1,597.5	\$1,752.7
Outcomes: Change over previous fiscal year	-2%	-7%	+2%	+10%

Note: * Net Total Assets for the 457 Plan includes assets such as the cash value of life insurance and annuity reserves in addition to Invested Assets.

TEACHERS AND EMPLOYEES SUPPLEMENTAL RETIREMENT PLANS

G50L00.01 MARYLAND SUPPLEMENTAL RETIREMENT PLAN BOARD AND STAFF

Appropriation Statement:

	2002 Actual	2003 Appropriation	2004 Allowance
Number of Authorized Positions	16.50	16.50	16.50
01 Salaries, Wages and Fringe Benefits	1,053,675	836,446	1,017,931
02 Technical and Special Fees	14,502	9,700	7,500
03 Communication 04 Travel	27,217 36,293 14,085 243,307 14,293 384 83,720	37,628 46,500 16,915 288,122 21,400 2,500 4,500 87,374	30,734 29,000 15,552 199,494 8,650 2,000 88,316
Total Operating Expenses	419,299	504,939	373,746
Total Expenditure	1,487,476	1,351,085	1,399,177
Special Fund Expenditure	1,487,476	1,351,085	1,399,177
Special Fund Income: G50301 Participant Charges	1,487,476	1,351,085	1,399,177

INJURED WORKERS' INSURANCE FUND

PROGRAM DESCRIPTION

The Injured Worker's Insurance Fund (IWIF) is a non-budgeted, independent entity. IWIF is governed by a Board of nine directors (appointed by the Governor to 5-year terms), which approves the operating and capital budgets. By law, IWIF's calendar year 2002 budget is submitted to the General Assembly for informational purposes only. The primary purpose of IWIF is to provide workers compensation insurance to Maryland-based businesses. IWIF provides workers compensation insurance to employers who do not wish, or are not allowed, to self-insure. The goal of IWIF is to provide insurance coverage and to pay benefits promptly to injured workers and dependents. Financing for IWIF is derived solely from its premium and investment income.

MISSION

The mission of the Injured Workers' Insurance Fund is to provide high-quality workers' compensation services at a fair market price for the benefit of all Marylanders. In providing this service, IWIF adds to the economic vitality of the state and supports the financial stability of Maryland businesses.

VISION

To be the workers' compensation insurer of choice for Maryland.

KEY GOALS

- To intensify our commitment to being customer-driven so as to provide superior internal and external service.
- To create an internal organization structure that will help spur profitable growth.
- To maximize operating efficiencies, enhance management of financial and human assets, and lead in the marketplace by leveraging technology.
- To create and maintain a high-performance culture that motivates, challenges and rewards employees.
- To brand IWIF with workplace safety. Create and respond to market opportunities.

INJURED WORKERS' INSURANCE FUND

SUMMARY OF INJURED WORKERS' INSURANCE FUND

	2002 Estimated	2003 Estimated	2004 Estimated
Number of Authorized Positions	395.00	406.00	
01 Salaries, Wages and Fringe Benefits	25,446,000	27,935,000	
02 Technical and Special Fees	490,000	604,000	
03 Communication 04 Travel	882,000 214,000 30,000 35,000 2,732,000 450,000 175,000 100,000 683,000	1,037,000 219,000 30,000 34,000 2,901,000 556,000 222,000 20,000 735,000	
14 Land and Structures	734,000	872,000	
Total Operating Expenses	6,035,000	6,626,000	
Total Expenditure	31,971,000	35,165,000	
Non-Budgeted Funds	31,971,000	35,165,000	
Non-budgeted Fund Income: G99701 Premium and Investment Income	31,971,000	35,165,000	

Classifica	tion Title	FY 2002 Pos Count	FY 2002 Expenditure	Pos Count	FY 2003 Appropriation			Symbol
g20j01 Maryland g20j0101 State Re		and Pensio	on Systems					
exec dir for in	- ,	1.00	113,918	1.00	116,171	1.00	116,171	
	retirement agenc	1.00	117,335		119,657		119,657	
exec vi	rectrement agenc	1.00	100,902		102,282		102,282	
prgm mgr senior	iv	2.00	172,947		199,235		199,235	
principal counse		1.00	75,908		95,401		95,401	
asst attorney go		.00	58,835		89,249		89,249	
prgm mgr senior		1.00	14,345		85,837		85,837	
asst attorney go		1.00	28,060		0		0	
prgm mgr senior		1.00	82,883		83,502		83,502	
administrator v		1.00	77,613		78,128		78,128	
administrator v		3.00	204,938		232,939		232,939	
asst attorney ge		1.50	108,200		109,957		165,176	
dp asst director		1.00	75,883		78,128		78,128	
prgm mgr iv		2.00	147,637		220,128		220,128	
administrator v	i	4.00	252,391		255,154		255,154	
dp asst director	rii	1.00	79,072		77,497		77,497	
prgm mgr iii		3.00	219,001		199,697		199,697	
admin prog mgr	ii	1.00	67,338		68,415	1.00	68,415	
administrator v		.00	44,694		67,100		67,100	
data base spec n	manager	.00	0	.00	0	1.00	48,405	New
prgm mgr ii		1.00	47,782	.00	0	.00	0	
admin prog mgr i	i	1.00	62,051	1.00	54,851	1.00	54,851	
administrator iv	/	1.00	29,576	1.00	64,029	1.00	64,029	
personnel admini	istrator iii	1.00	62,583	1.00	62,801	1.00	62,801	
prgm mgr i		1.00	0	.00	0	.00	0	
administrator ii	ii	2.00	109,934	2.00	112,154	2.00	112,154	
accountant manag	ger iii	1.00	69,209	1.00	70,322	1.00	70,322	
asst attorney ge	eneral v	.50	35,845	.50	36,554	.50	36,554	
fiscal services	administrator i	1.00	71,258	1.00	73,107	1.00	73,107	
accountant manag	ger ii	3.00	175,087	3.00	178,294	3.00	178,294	
computer network		1.00	54,706	1.00	64,548	1.00	64,548	
computer network		2.00	116,197	2.00	124,445	2.00	124,445	
dp programmer ar		1.00	62,787	1.00	64,029	1.00	64,029	
dp technical sup		.00	5,462	1.00	60,416	1.00	60,416	
accountant super		5.00	261,246	5.00	255,087	5.00	255,087	
computer network		1.00	0	1.00	58,783	1.00	58,783	
dp programmer ar	•	3.00	133,832	2.00	86,549	2.00	86,549	
dp programmer ar		4.00	174,697	2.00	113,195	2.00	113,195	
dp quality assur	•	1.00	64,942	1.00	63,514	1.00	63,514	
dp technical sup		1.00	58,393	1.00	58,783	2.00	101,236	New
dp technical sup	•	1.00	19,176	1.00	57,658	1.00	57,658	
internal auditor	•	1.00	54,996	1.00	57,658	1.00	57,658	
investment opera		1.00	45,167	1.00	45,805	1.00	45,805	
accountant super	V150F 1	1.00	49,482	1.00	50,941	1.00	50,941	

	FY 2002	FY 2002	FY 2003	FY 2003	FY 2004	FY 2004	
Classification Title	Pos Count	Expenditure	Pos Count	Appropriation	Allow Pos	Allowance	Symbol
g20j01 Maryland State Retiremen	nt and Pensi	on Systems					
g20j0101 State Retirement Agency	it und i choi	on by a coma					
accountant, lead specialized	2.00	93,927	2.00	99,025	2.00	99,025	
administrator ii	2.00	98,105		99,025		99,025	
administrator ii	1.00	49,482		50,941		50,941	
computer network spec ii	1.00	52,667		52,944		52,944	
computer network spec ii	2.00	8,192		49,017		49,017	
dp programmer analyst ii	1.00	53,450		55,027		55,027	
internal auditor lead	1.00	45,832		51,933		51,933	
obs-data proc staff specialist	1.00	57,406		55,027		55,027	
webmaster ii	.00	39,941		51,933		51,933	
data proc mgr iii	1.00	0		0 0		0	
accountant, advanced	8.00	313,120		307,070		307,070	
administrator i	5.00	214,077		238,370		238,370	
dp functional analyst ii	.00	0		43,351		43,351	
internal auditor ii	1.00	12,041		0		0	
personnel officer iii	1.00	44,755		46,792		46,792	
accountant ii	5.00	190,586		207,730		207,730	
admin officer iii	1.00	47,402		47,319		47,319	
ret benefits counselor iv	4.00	177,263		184,131		184,131	
accountant i	5.00	196,625		200,691		200,691	
admin officer ii	1.00	64,666		115,630		115,630	
internal auditor i	1.00	86,145		90,414		90,414	
obs-fiscal specialist i	.00	1,674		90,414		90,414	
personnel officer i	1.00	42,707		32,715		32,715	
ret benefits counselor iii	6.00	248,636		205,035		205,035	
ret services specialist iv	2.00	87,205		43,472		43,472	
admin officer i	5.00	181,023		197,980		197,980	
admin officer i	2.00	79,740		81,451		81,451	
internal auditor trainee	1.00	2,574		0		0	
personnel specialist iii	1.00	2,5/4		0		0	
ret benefits counselor ii	6.00	201,758		193,115		193,115	
admin spec iii	11.00	334,937		320,097		320,097	
ret services specialist ii	1.00	42,293		0 0		0	
admin spec ii	3.00	126,524		135,122		135,122	
ret services specialist i	3.00	101,610		104,593		104,593	
dp production control spec supr		11,139		35,638		35,638	
computer operator ii	.00	0		36,024		64,773	
dp production control spec ii	6.00	189,269		161,650		161,650	
dp production control spec i	1.00	29,385		29,988		29,988	
fiscal accounts technician supv		38,702		38,448		38,448	
ret benefits counselor i	5.00	151,430		236,514		236,514	
fiscal accounts technician ii	2.00	64,718		103,905		103,905	
exec assoc iii	1.00	51,427		52,944		52,944	
exec assoc iii	2.00	57,609				83,569	
obs-executive associate i				83,569			
one everative apportate 1	1.00	39,736	1.00	40,267	1.00	40,267	

PERSONNEL DETAIL

	FY 2002	FY 2002	FY 2003	FY 2003	FY 2004	FY 2004	
Classification Title	Pos Count	Expenditure	Pos Count	Appropriation	Allow Pos	Allowance	Symbol
g20j01 Maryland State Retiremen	nt and Pensi	on Systems					
g20j0101 State Retirement Agency							
admîn aide	.00	13,583	.00	0	.00	0	
admin aide	1.00	34,386	1.00	35,066	1.00	35,066	
office secy iii	1.00	10,669	.00	0	.00	0	
services specialist	3.00	91,747	3.00	87,426	3.00	87,426	
office services clerk	.00	9,900	1.00	29,988	1.00	29,988	
obs-office clerk ii	1.00	18,305	.00	0	.00	0	
obs-office clerk i	1.00	10,524	.00	0	.00	0	
unidentified classification	1.00	0	.00	0	.00	0	
unidentified classification	1.00	0	.00	0	.00	0	
TOTAL g20j0101*	177.00	7,925,200	168.00	8,423,377	172.00	8,598,203	
TOTAL g20j01 **	177.00	7,925,200		8,423,377		8,598,203	
g50100 Teachers and Employees S			ns				
g50l0001 Maryland Supplemental Re							
exec vii	1.00	108,856	1.00	111,008		111,008	
administrator vii	1.00	75,137		76,622		76,622	
administrator vi	1.00	69,642	1.00	71,701		71,701	
administrator iii	2.00	108,876	2.00	111,029		111,029	
obs-fiscal administrator iii	1.00	61,583		62,801		62,801	
obs-fiscal specialist iii	1.00	49,555	1.00	50,535		50,535	
admin officer iii	1.00	41,760		42,989		42,989	
admin officer ii	4.00	163,275	4.00	167,496		167,496	
obs-accountant-auditor iv	1.00	40,699	1.00	41,504	1.00	41,504	
obs-accountant-auditor iii	1.00	34,337	1.00	35,345	1.00	35,345	
office secy iii	1.50	48,960	1.50	50,240	1.50	50,240	
office secy i	1.00	22,648	1.00	23,096	1.00	23,096	
TOTAL g5010001*	16.50	825,328	16.50	844,366	16.50	844,366	
TOTAL g50100 **	16.50	825,328	16.50	844,366		844,366	